

2015 Residential Assessment Appeal by "Owner"

To start your Appeal click on the Start button.

The header features the Jefferson County seal on the left, the text "Tony Lindauer Jefferson County Property Valuation Administrator" in the center, and "Conference Appeal" on the right. Below this is a navigation bar with links: "Return to PVA Website", "Appeal Home", "Check Appeal Status", and "Help". The main content area has a "Start an Appeal" section with a "Start" button and a "Help & FAQ" section with a "Help" button.

Enter your (12) digit Parcel ID Number or Property Address and then click on the Search button.

The "Search Property" form has a title "Enter Address or Parcel ID". Below it is a text input field with the placeholder "Type in an address or Parcel_ID" and a "Search" button. A red box highlights the input field, and a red arrow points from the "Search" button to the input field. To the right of the input field is a small map icon and a note: "If you have trouble finding your address or Parcel ID, [Click here](#) for a more refined search. When found copy the Parcel ID and return to this page and paste it."

Information Verification:

If the Ownership information, Property Address and Parcel ID described is the property you plan to Appeal, click "Yes, Continue". If this is not your property click "No, Search again".

The "Information verification" form has a title "Is This The Correct Property?". Below it is a table with property details: "OWNER(As of January 1st):", "Property Address:", "PVA Assessment : \$420,370", "Neighborhood : 801487", "District : 211016", "Parcel ID :", and "Property Type : 510 Res 1 family dwelling". At the bottom are two buttons: "No, Search again" and "Yes, Continue". A red arrow points from the "Yes, Continue" button to the "No, Search again" button.

Before you continue, please read:

The “Residential Property Assessment” and the “Appeals Process” are described. From this screen you will be able to download and complete the PVA Property Comparison Worksheet. Please complete the appropriate form and save a copy to your computer before you begin your Assessment Appeal. When ready click the “I accept” button.

Residential Assessment

The Jefferson County PVA estimates value for over 260,000 residential properties. To accomplish this task, automated valuation models are generated using a computer assisted mass appraisal (CAMA) system. The CAMA system uses the cost approach in conjunction with data from valid "arm's-length" transactions to study specific neighborhoods. The Residential Department is staffed with trained deputies who review more than 32,000 transfers of residential parcels each year. These transfers are examined and characteristics such as size, age and location are analyzed to estimate value. To ensure a fair and equitable assessment, the CAMA system is monitored and updated with recent sale information.

Appeals Process

By law (KRS 133.120), property owners (or their authorized representatives) have the right to appeal their assessment each year during the annual open inspection period. A person representing a property owner before the PVA must present written authorization from the property owner which sets forth his or her professional capacity and must disclose to the PVA any personal or private interests he or she may have in the matter, including any contingency fee arrangements. Attorneys are not required to disclose the terms and conditions of any contingency fee arrangement. An authorized representative must be qualified as required by the Kentucky Department of Revenue and submit evidence of such qualification to the PVA Office at the time of online appeal. A list of qualifications approved by the department can be found [here](#).

YOUR ONLINE APPEAL MUST INCLUDE DOCUMENTATION THAT SUPPORTS YOUR OPINION OF VALUE.

Examples of supporting documentation are:

- A full appraisal of your property
- Interior/exterior photos of your property
- Your homeowner's or commercial property owner's insurance policy
- Your listing contract if your property is currently for sale.
- Estimates of repairs
- Original construction costs or costs of additions or improvements to your property
- Documentation of recent comparable sales (not assessments) that are similar to your property in size, condition, location and other characteristics (sales should be within the last 2 years of the current assessment date) ([Download Sales Comparison Form](#)).
- Documentation of land characteristics that support floodplain, environmental contamination, deed restrictions, easements, etc.
- Lease contracts for rental properties
- Income and expense statements for the last 3 complete calendar years for commercial properties

If your appeal is based on condition or incorrect property characteristics, please provide photos or other documentation that supports correct characteristics or condition. If your appeal is based on recent comparable property sales, the Property Comparison Worksheet ([Download Sales Comparison Form](#)) is a useful tool when comparing similar properties. Common similar property characteristics to consider are:

- Property Type
- Exterior Construction (brick, bedford stone, frame, vinyl)
- Year Built
- Living Space Total Square Footage
- Finished or Unfinished Basement
- Garage (1 car, 2 car, 2.5 car)
- Number of Full and/or Half Bathrooms
- Type of Heating or Cooling

SUPPORTING DOCUMENTATION SHOULD BE PREPARED PRIOR TO COMPLETING YOUR ONLINE APPEAL AND CAN BE UPLOADED AT THE APPROPRIATE PAGE WHEN SUBMITTING YOUR APPEAL. Document types which may be uploaded are PDF, image files (preferably JPG), Microsoft Word documents, and Microsoft Excel documents. You may choose to mail your supporting documentation to our office within one business day following submission of your online appeal.

I have read and understand the information provided by the Jefferson County Property Valuation Administrator.

Where to find recent comparable property sales

Recent sales should be within the last 2 years of the current assessment date. The sales search service on the PVA website <http://jeffersonpva.ky.gov> is available to the public free of charge two weeks prior to and during the Open Inspection Period (OIP). **The 2015 OIP begins on 5/4/2015 and ends on 5/18/2015 at 4:00 p.m. EDT.** You can visit the Customer Service Department of the PVA Office or any branch of the Louisville Free Public Library two weeks prior to and during the OIP to obtain sales from our sales search service at no cost. A fee is required for printouts obtained from our Customer Service Department. Sales may also be obtained from local real estate agents, real estate appraisers, mortgage brokers and newspapers.

I accept

This is what the Residential Sales Comparison Worksheet looks like.

Fill out the information below with three comparable sales, including property address, sale date and sale price.

Save the Sale Comparison Worksheet when finished. At the end of the appeal, you will be able to upload the worksheet

Sales Comparison Worksheet				
Property Type: Residential				
<p>Use this form if appeal is based on comparable sales. Find Sales of Properties that are similar to</p> <ul style="list-style-type: none">▪ Property Type (Bi-Level, Number of Stories)▪ Exterior Construction (Brick Veneer, Frame)▪ Total Square Feet (Living Area, Finished Walk-Out, Finished or Unfinished Basement)▪ Garage or Not▪ Year Built▪ Number of Bathrooms▪ Central Heat▪ Central Air				
<p>Where to find comparable sales data:</p> <p>The PVA's sales search tool is available at no cost during the Open Inspection period. Upon expiration of the Open Inspection period, premium level service will be available by subscription or accessible, free of charge, at all branches of The Louisville Free Public Library. Sales information is available at:</p> <p>http://jeffersonpva.ky.gov/</p>				
<p>If your appeal is NOT based on comparable sales, this form is not necessary. If your appeal is based on condition or incorrect features, please provide photos, or other evidence to support your position.</p>				
	Your Property	Sale #1	Sale #2	Sale #3
Property Address				
Parcel ID				
Sale Price				
Sale Date				
Size (SF)				
Sale Price / Size				

Appeal Process:

Read the Property Assessment Appeal Process. When done click on "I accept".

Conference Appeal

Return to PVA Website | Appeal Home | Check Appeal Status | Help | Tutorial

Appeal Process Parcel ID : 224800620000

Property Assessment Appeal Process

Any person receiving compensation to represent a property owner at a conference with the Property Valuation Administrator for a real property assessment shall be an attorney, a certified public accountant, a certified real estate appraiser, a Kentucky licensed real estate broker, an employee of the property owner, or any other individual possessing a professional appraisal designation recognized by the Department of Revenue. A person representing a property owner before the Property Valuation Administrator shall present written authorization from the property owner which sets forth his or her professional capacity and shall disclose to the Property Valuation Administrator any personal or private interests he or she may have in the matter, including any contingency fee arrangements. Provided, however, attorneys shall not be required to disclose the terms and conditions of any contingency fee arrangement. After submitting an appeal, any taxpayer who disagrees with the resulting PVA assessment may appeal that assessment to the Local Board of Assessment Appeals. The taxpayer shall appeal his or her assessment by filing in person or sending a letter or other written petition to the county clerk stating the reasons for appeal, identifying the property for which the appeal is filed, and stating the taxpayer's opinion of the fair cash value of the property. The appeal shall be filed no later than one (1) workday following the conclusion of the inspection period provided for in KRS 133.045.

If you wish to read the KRS statute, it can be found here: <http://www.lrc.ky.gov/KRS/133-00/120.PDF>

By clicking "I accept" below, I certify that I have read the above statement.

I accept

Confirm who is appealing:

If you are the Owner, click the Owner tab.

Return to PVA Website | Appeal Home | Check Appeal Status | Help | Tutorial

Confirm who is appealing Parcel ID : [redacted]

Conference will be held with?

Owner

Authorized Representative with assignment letter
(must be submitted with documentation)

Authorized Power of Attorney

Step 1:

Confirm Ownership and Mailing Address. Add your Daytime Phone and Email.

You have the option to change the current Mailing Address.

When all is correct click "Next"

If the information seen here is not correct please return to "Appeal Home".

[Return to PVA Website](#) [Appeal Home](#) [Check Appeal Status](#) [Help](#) [Tutorial](#)

Residential Appeal by Owner Parcel ID : [REDACTED]

Step 1
Owner Information

Step 2
Opinion of value

Step 3
Property Characteristics

Step 4
Supporting Comments

Step 5
Supporting Documents

Owner Information

Current Owner [REDACTED]

Mailing Address [REDACTED]

City LOUISVILLE

State KY

Zip 40206-1117

Change Mailing Address ☐ I want to change mailing address.

Daytime Phone* (ie. (502) 000-4515) (502) 555-1212

Email (ie. youremail@email.com) owner@aol.com

* Denotes required field.

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Message from webpage

?

Is your Email Address correct?
owner@aol.com

To agree click - "OK" To change click - "Cancel".

OK

Cancel

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Step 1 (continued):

Mailing Address Change Window if needed.

Click "Next" when done.

Residential Appeal by Owner Parcel ID : [REDACTED]

Step 1
Owner Information

Step 2
Opinion of value

Step 3
Property Characteristics

Step 4
Supporting Comments

Step 5
Supporting Documents

Owner Information

Current Owner [REDACTED]

Address*
(ie. 302 W Liberty St)

ZipCode*
(ie. 40220)

City*
(ie. Louisville)

City*
(ie. Louisville)

Address Change* ☐ Permanently ☐ Just for result

Change Mailing Address ☒ I want to change mailing address.

Daytime Phone*
(ie. (502) 000-4515)

Email
(ie. youremail@email.com)

* Denotes required field.

Step 2:

Enter your "Opinion of Value" for the property being appealed.

You will see a pop up box that will ask. "Is your opinion of value correct?" If yes, click OK.

When all is correct click "Next".

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Residential Appeal by Owner Parcel ID : [REDACTED]

Step 1 Owner Information | **Step 2 Opinion of value** | Step 3 Property Characteristics | Step 4 Supporting Comments | Step 5 Supporting Documents

Owner's opinion of value

Opinion of Value* (ie. \$367400)

* Denotes required field.

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Message from webpage

Is your opinion of value correct?
\$100,000

To agree click - "OK" To change click - "Cancel".

OK Cancel

Disclaimer : Your appeal is not officially filed

Step 3:

On this screen you must select “YES” to make changes to your property characteristics.

The PVA Office will review changes made to the property characteristics.

When done click the “Next” button.

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Residential Appeal by Owner Parcel ID :

Step 1
Owner Information

Step 2
Opinion of value

Step 3
Property Characteristics

Step 4
Supporting Comments

Step 5
Supporting Documents

Review property characteristics

Do you want to make changes to the property characteristics?
☐ Yes ☒ No (No changes will be taken into consideration)

House Type	<input type="text" value="Single family"/>	Number Full Baths	<input type="text" value="2"/>
Year Built	<input type="text" value="1940"/>	Number Half Baths	<input type="text" value="0"/>
Exterior Wall	<input type="text" value="Brick veneer"/>	Finished Square Footage (Area in SqFeet)	<input type="text" value="1372"/>
Roofing Structure	<input type="text" value="Gable"/>	Gross Basement Area (Area in SqFeet)	<input type="text" value="688"/>
Basement Structure	<input type="text" value="3/4 Bsmt, 1/4 Crawl"/>	Finished Basement Area	<input type="text" value="0"/>
Heating Type	<input type="text" value="Central Warm Air"/>	Attached Garage Area (Area in SqFeet)	<input type="text" value=""/>
Central Air	<input type="text" value="Yes"/>	Detached Garage Area (Area in SqFeet)	<input type="text" value="240"/>
Fireplace	<input type="text" value="0"/>		
Number of Stories	<input type="text" value="1.5"/>		

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Disclaimer : Your appeal is not officially filed until you submit the appeal and you get a confirmation number.

Step 4:

Write a statement explaining why you believe the assessment should be changed.

When done click the “Next” button.

[Return to PVA Website](#) [Appeal Home](#) [Check Appeal Status](#) [Help](#) [Tutorial](#)

Residential Appeal by Owner Parcel ID :

Step 1
Owner Information

Step 2
Opinion of value

Step 3
Property Characteristics

Step 4
Supporting Comments

Step 5
Supporting Documents

Supporting Comments

Supporting Comments
(Note any Other Documentation, Characteristics Differences, and Comments that support your Opinion of Value.)

WRITE YOUR REASONING AS TO WHY YOUR ASSESSMENT SHOULD BE CHANGED AND HOW THE DOCUMENTS PROVIDED WILL SUPPORT YOUR OPINION OF VALUE.

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Disclaimer : Your appeal is not officially filed until you submit the appeal and you get a confirmation number.

Step 5: Supporting Document (UPLOADS):

Here you have the option to Upload, Mail In / Walk In documents supporting your assessment appeal. Items to upload may be 1) Appraisal, 2) Sales, 3) Listing Contract, 4) Pictures, 5) Property Insurance Policy, and 6) anything else that will support your opinion of value (Other).

You may choose to provide No Documentation at this time.

Supporting Document Uploads Parcel ID : [REDACTED]

Step 1 Owner/Rep. Info. Step 2 Opinion of value Step 3 Property Use/Character. Step 4 Supporting Comments Step 5 Supporting Documents

To download a blank Sales Comparison Worksheet click this link: ([Download Sales Comparison Worksheet](#))

Are you Uploading or Mailing Supporting Documents?*

☒ Upload ☐ Mail In / Walk In ☐ None provided

Select a File Upload Type

- Appraisal
- Income
- Sales
- Pictures
- Comparison Worksheet
- Other

AFTER SELECTING A TYPE, BROWSE TO THE FILE YOU WISH TO UPLOAD.

Next

Step 5 (UPLOADS), continued:

When upload is complete click the "Next" button.

Supporting Document Uploads Parcel ID : [REDACTED]

Step 1 Owner/Rep. Info. Step 2 Opinion of value Step 3 Property Use/Character. Step 4 Supporting Comments Step 5 Supporting Documents

To download a blank Sales Comparison Worksheet click this link: ([Download Sales Comparison Worksheet](#))

Are you Uploading or Mailing Supporting Documents?*

☒ Upload ☐ Mail In / Walk In ☐ None provided

Select a File Upload Type

Files	Documentation	
PICTURES.xls	Pictures	Delete

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Step 5: Supporting Document (Mail In / Walk In) explained:

Mail In/Walk In Policy Guidelines:

To alleviate any confusion or mistakes, please immediately mail or hand-deliver your supporting documentation to the PVA Office in order to finalize your online Conference Appeal.

Supporting Document Uploads Parcel ID: [REDACTED]

Step 1 Owner/Rep. Info. Step 2 Opinion of value Step 3 Property Use/Character. Step 4 Supporting Comments **Step 5 Supporting Documents**

To download a blank Sales Comparison Worksheet click this link: ([Download Sales Comparison Worksheet](#))

Are you Uploading or Mailing Supporting Documents?*

☐ Upload ☒ Mail In / Walk In ☐ None provided

Important Notice

PLEASE READ ALL POLICY GUIDELINES.

TO ALLEVIATE ANY CONFUSION OR MISTAKES, PLEASE IMMEDIATELY MAIL OR HAND-DELIVER YOUR SUPPORTING DOCUMENTATION TO THE PVA OFFICE IN ORDER TO FINALIZE YOUR ONLINE CONFERENCE APPEAL.

ALL SUPPORTING DOCUMENTATION MAILED OR HAND-DELIVERED MUST BE RECEIVED BY THE PVA OFFICE NO LATER THEN 5 BUSINESS DAYS FOLLOWING SUBMISSION OF YOUR ONLINE CONFERENCE APPEAL.

Send all documents to the Address Below:

**Jefferson County PVA Office
Attn: Appeal Supporting Documentation
531 Court Place, Suite 504
Louisville KY, 40202-3311**

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In the program – we have the wording changed at 12:01 AM on the 2nd Monday of May (May 11, 2015).

After the 2nd Monday Of May (May 11, 2015)

PLEASE READ ALL POLICY GUIDELINES.

TO ALLEVIATE ANY CONFUSION OR MISTAKES, PLEASE IMMEDIATELY MAIL OR HAND-DELIVER YOUR SUPPORTING DOCUMENTATION TO THE PVA OFFICE IN ORDER TO FINALIZE YOUR ONLINE CONFERENCE APPEAL.


ALL SUPPORTING DOCUMENTATION MAILED OR HAND-DELIVERED MUST BE RECEIVED BY THE PVA OFFICE BY THE LEGAL DEADLINE OF MAY 18, 2015 BY THE CLOSE OF BUSINESS AT 4:00 PM, EDT.

Appeal Review:

You have the option to edit any portion of the appeal at this time.

If the information is correct type your name in the "Signature" area and click on "Submit Appeal".

Disclaimer: Your appeal is not officially filed until you submit the appeal and you get a confirmation number.



Tony Lindauer
Jefferson County
Property Valuation Administrator

Conference Appeal

[Return to PVA Website](#) [Appeal Home](#) [Check Appeal Status](#) [Help](#) [Tutorial](#)

Appeal Review

Parcel ID :

Appeal Review

Property Information

Owner (As of January 1st):
Property Address:
PVA Assessment : \$398,260
Neighborhood : 230106
Class : 510
District : 100023
Parcel ID :

Owner Information

Current Owner
Mailing Address
City LOUISVILLE
State KY
Zip 40205-1759
Phone (502) 255-5555 x
E-Mail None

Opinion of Value

Opinion of Value \$2,560

Property Characteristics

No Changes were made.

Supporting Comments

Comments: EXPLAIN YOUR REASONING AS TO WHY THE ASSESSMENT SHOULD BE CHANGED AND HOW THE DOCUMENTS PROVIDED WILL SUPPORT YOUR OPINION OF VALUE

Supporting Documents

Files	Documentation
Picture.JPG	Pictures

Signature

I, declare that any information I have provided is true to the best of my knowledge. My typed signature is considered legally binding.

Signature* → Submit Appeal

[Edit](#)
[Edit](#)
[Edit](#)
[Edit](#)

Your Conference Appeal is now complete.

At this time you should “print a copy” of your assessment appeal.

You will need the Confirmation Number if you wish to check the status of your appeal.

If you encounter any problems and require additional support, please call (502) 574-6224.

Confirmation

Your Appeal has been submitted to the PVA.
You may [print your appeal](#) to have a copy for your records.

Confirmation Number: PVA1212775959
Parcel ID: [redacted]

For additional support, please call (502)-574-6224

Following your online conference and review by the PVA, you will be mailed a conference result form. If you disagree with the results of the online conference appeal, you may appeal to the Local Board of Assessment Appeals. The result form must be signed, dated and submitted to the Jefferson County Clerk's office (JCCO) by the date indicated on the form (KRS 133.120-2B) by mail or in person to:

Mail: Jefferson County Clerk's Office Attn: Local Board of Assessment Appeals P.O. Box 35396 Louisville, KY 40232-5396	In Person: Jefferson County Clerk's Office Louisville Metro Hall 527 W. Jefferson Street, Suite 204 Louisville, KY 40202 Phone: 502-574-6915
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Please keep a copy of the Conference Appeal form for your records.

You may exit the system or return to the Appeal Home if you have more appeals.



**Jefferson County PVA
Property Valuation Administrator
(502) 574-6380**

**2015 Residential
Appeal**

Confirmation Number : PVA1212775959

Appeal Filed By Rep. : [REDACTED]
Mailing Address : LA RUSSELL, MO 64848
Phone Number : (525) 484-8488
Email : li@li.com

Time & Date : 3/26/2015 11:28:52 AM
Parcel ID : [REDACTED]
Property Address : [REDACTED]
Property Type : 510 Res 1 family dwelling

Owner Opinion of value	\$9,999,999,999,999,999,999
PVA Assessment	\$311,740

Characteristic	PVA Record	Changes
Type	Single family	No Changes
Year Built	1960	No Changes
Exterior wall	Brick veneer	No Changes
Roofing Structure	Gable	No Changes
Basement Structure	1/2 Bsmt, 1/2 Crawl	No Changes
Heating Type	Central Warm Air	No Changes
Central Air	Yes	No Changes
Fireplace	2	No Changes
Number of Stories	1	No Changes
Number FullBaths	1	No Changes
Num HalfBaths	1	No Changes
Finished SQ Footage	2579	No Changes
Gross Basement Area	1493	No Changes
Finished Basement Area	0	No Changes
Attached Garage Area	810	No Changes
Detached Garage	No Information	No Changes

Comment:
No Comment

Assignment Letter & Representative Qualifications


Description	File Name
Assignment Letter	DSCN0299.JPG
Representative Qualification	DSCN0251.JPG

Supporting documents uploaded: Yes

List of uploaded supporting documents

File Name	Description
DSCN0400.JPG	Pictures

Once your appeal is filed with the Jefferson County PVA's Office, you can Check the Status of your appeal. Click on Check Appeal Status, and enter your PVA Confirmation Number



The header of the website features the Jefferson County seal on the left, the name "Tony Lindauer, Jefferson County Property Valuation Administrator" in the center, and the text "Conference Appeal" on the right. A red arrow points from the "Conference Appeal" text to the "Check Appeal Status" link in the navigation bar.

Return to PVA Website Appeal Home **Check Appeal Status** Help Tutorial

Check Status

Check Appeal Status

Confirmation Number
PVA1212775959
[Submit >>](#)

Acceptance	Initial Review	Decision
On Thursday, March 26, 2015 you filed an online appeal for your property located at : [REDACTED] GLENVIEW, KY 40222		
The appeal is under review.		